

STATEWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: <http://dema.az.gov/>

TITLE 32 EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

ANNOUNCEMENT NUMBER: 18-551T OPENING DATE: 9-Nov-18 CLOSING DATE: 27-Nov-18

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

Wing Inspection Program Manager, GS-1801-11, E-7/MSgt - E-8/SMSgt, MCPN: 0106314934

APPOINTMENT FACTORS: OFFICER ☐ WARRANT OFFICER ☐ ENLISTED ☒

KNOWN PROMOTION POTENTIAL: NONE

SALARY RANGE:

\$63,192.00-\$82,152.00 PA

SUPERVISORY ☐ MANAGERIAL ☐

NON-SUPERVISORY/NON-MANAGERIAL ☒

LOCATION OF POSITION:

161st Air Refueling Wing, Phoenix, Arizona

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION:

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Air National Guard.** Individual selected will receive an **Indefinite Appointment** and may be converted to permanent based on availability of funds or position no longer being encumbered. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement) or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a Resume or the Optional Form 612. Applicant **MUST** submit complete RIP and/or other documentation to verify possession of AFSC.

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, (161st ARW) and must possess the following AFSC: 8I000

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

Relocation Incentive may be offered:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
PCS may be offered:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>

NOTES:

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Skilled in designing and planning difficult or comprehensive programs, advanced report writing, and experienced in developing solutions to portions of broad, important, and critical National Guard concerns, issues, or congressional matters.
2. Skilled in the ability to plan, organize, and develop projects; make recommendations on substantive operating programs; and negotiate effectively with others to accept and implement recommendations where the proposals involve substantial resources.
3. Ability to adapt precedents or existing strategies to meet unusual needs, special demands, and determine feasible solutions to meet mission requirements.
4. Skilled in executing inspections, new programs, and, skilled in developing, interpreting, and implementing inspector general program policies.
5. Ability in planning and organizing assigned programs, estimating unit resources, capabilities, and objectives; and, coordinating with staff and line management personnel to resolve conflicts.
6. Ability to communicate effectively both written and orally.

SPECIALIZED EXPERIENCE: Must possess at least **36** months of work experiences in technical inspection methods, principles and practices in order to recognize and resolve discrepancies. Experienced in modifying established approaches, methods, or procedures to improve data gathering and analysis techniques. Experienced in working with pertinent laws, regulations, policies, and precedents which affect the use of the Inspector General Programs. Experiences included working related Inspector General programs that supported missions, identified capabilities, organizational structures, operational applications and operational techniques. Have working knowledge and skills to apply analytical and evaluative methods and techniques to assess the efficiency and effectiveness of operations. Experienced in determining or designing actions to improve operational, technical, or administrative plans and programs. Experienced in military command structures, missions, programs, and organizational relationships. Experienced in developing inspector general program goals and objectives. Experienced in establishing the sequence and timing of key operational events and milestones, and methods of evaluating the effectiveness of planning actions, as related to actual events. Knowledgeable and skilled in working various command entities involved in overall planning and execution of operations, inspections, and evaluations.

BRIEF JOB DESCRIPTION: This position is located at the 161st Air Refueling Wing, Phoenix, Arizona. This is an ANG Dual Status technician position requiring military membership, compatible military skill assignment, and classification. The primary purpose of this position is to serve as the wing Program Manager for the Inspector General Evaluation Management System (IGEMS), Management Internal Control Toolset (MICT) and Air Force Gatekeeper (GKS) software programs or most current automated systems. The Wing Inspection Program Manager will train and manage the Wing Inspection Team (WIT), and conduct independent surveillance and evaluations of Wing Self-Assessment program, no notice/short notice inspections, and independent assessment of wing long-range strategic plans, programs and capabilities.

SELECTING OFFICIAL: Maj Gina Martin
